



PATRICIA S. PLOEHN, LCSW
Director

County of Los Angeles DEPARTMENT OF CHILDREN AND FAMILY SERVICES

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Board of Supervisors

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September 16, 2008

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

REQUEST APPROVAL TO EXECUTE ADDITIONAL CONTRACTS FOR EDUCATION CONSULTANT SERVICES WITH ADDITIONAL PROVIDERS (ALL SUPERVISORIAL DISTRICTS) (3 VOTES)

SUBJECT

This is to request your Board's approval to authorize the Director of the Department of Children and Family Services (DCFS) to execute contracts for the provision of Education Consultant Services with one provider and additional providers, as needed, to assist DCFS offices with resolving school issues for foster youth beginning on September 16, 2008 or date of execution, whichever is later, through June 30, 2009, at a total cost of \$57,000.

IT IS RECOMMENDED THAT YOUR BOARD:

1. Delegate authority to the Director of DCFS, or her designee, to execute one (1) contract, in substantially similar form to Attachment 1 approved by your Board on March 13, 2007, with LaDonna Oduwale; and to execute contracts with additional qualified Education Consultants to replace contracts not extended or terminated due to contract compliance issues, provided that; (a) sufficient funding is available; (b) prior County Counsel approval is obtained; and (c) the Director of DCFS notifies your Board and the CEO in writing within ten (10) working days of execution of such contracts. The contract in Attachment 1 was, and any additional contracts will be, procured in compliance with applicable procurement laws and County contracting policies. The term of the contract will begin on September 16, 2008, or date of execution, whichever is later, and expire on June 30, 2009. The Maximum Contract Sum is \$57,000, which will be financed using 36 percent (\$20,520) Federal revenue, 33 percent (\$18,810) State revenue, and 31 percent (\$17,670) net County cost (NCC). Sufficient funding is included in the Department's FY 2008-09 Adopted Budget.

2. Delegate authority to the Director of DCFS, or her designee, to execute amendments to increase or decrease the Contract Sum by no more than ten percent (10%) of the Maximum Contract Sum, if necessary, to accommodate any unanticipated need for increase/decrease in the level of services provided that: (a) sufficient funding is available; (b) prior County Counsel and CEO approvals are obtained; and (c) the Director of DCFS notifies your Board and the CEO in writing within ten (10) working days of execution of such amendments.
3. Delegate authority to the Director of DCFS, or her designee, to execute amendments to the contract for non-material changes provided that: a) prior County Counsel and CEO approvals are obtained, and b) the Director of DCFS notifies your Board and the CEO in writing within ten (10) working days of execution of such amendments.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTIONS

The recommended actions will allow DCFS to replace Education Consultant contractors whose contracts were terminated or not extended under an ongoing service program. The contractors assist social workers to navigate the educational system and ensure that foster children receive and have access to educational resources, programs, services and benefits.

Achievement has been, and will continue to be, measured according to the following performance targets: (1) A minimum of 90 percent of the foster children will be enrolled in school within 48 hours of a referral; (2) 100 percent of the referred foster children will receive advocacy to receive due process in suspension and expulsion actions, to include Opportunity Transfers; (3) 100 percent of Children's Social Workers (CSW) will receive assistance to encourage schools to adhere to special education laws and timelines; and (4) 100 percent of the referred foster children will receive advocacy for full or partial credit for coursework they successfully complete.

This program has proven effective at helping CSWs and caregivers with navigating the education system and resolving children's difficulties at school, as indicated in performance outcome data collected since July 1, 2007. Nearly 1,600 educational challenges faced by our children have been resolved during the first nine (9) months of the 2007/2008 Fiscal Year.

Without approval of the recommended actions, the services of the Education Consultant contractors will not be available to assist DCFS children in meeting their education goals.

Implementation of Strategic Plan Goals

The recommended actions are consistent with the principles of the Countywide Strategic Plan Goal No. 5 – Children and Families' Well-Being. The recommended actions will enable

DCFS to provide services with the intent of improving the education and social well-being of children in Los Angeles County, as measured by the achievements in the five (5) outcome areas adopted by the Board: 1) good health; 2) economic well-being; 3) safety and survival; 4) social and emotional well-being; and 5) educational/workforce readiness.

FISCAL IMPACT/FINANCING

The Maximum Contract Sum is \$57,000, which will be financed using 36 percent (\$20,520) Federal revenue, 33 percent (\$18,810) State revenue, and 31 percent (\$17,670) net County cost (NCC), and is included in the Department's FY 2008-09 Adopted Budget.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

On March 13, 2007, your Board approved contracts with 15 contractors for Education Consultant Services. Of the original 15 contractors, five (5) contracts were not extended beyond June 30, 2007 due to various contract compliance issues. Of the remaining ten (10) contractors, one (1) was not extended beyond June 30, 2008 due to contract performance issues. DCFS is working with CEO Classification and Compensation to create a permanent County position for Education Consultant Services and is requesting delegated authority to execute the contract for the period beginning on the date of execution through June 30, 2009.

The Professional Liability Insurance threshold is lower than policy normally requires; CEO Risk Management approved reducing the amount to \$1 million per each claim and \$1 million in aggregate for this contract.

The contract is in compliance with all Board and CEO requirements. County Counsel and the CEO have reviewed this Board Letter. The contract in Attachment 1 has been approved as to form by County Counsel.

CONTRACTING PROCESS

On September 7, 2006, DCFS released the Request for Proposals (RFP) for Education Consultant Services and notified 149 interested parties either personally, by mail or by e-mail. DCFS advertised the RFP in newspapers, the United Teachers of Los Angeles (UTLA) newsletter, on the County's website and on "Edjoin.org." DCFS received responses from 17 individuals and your Board approved DCFS' contract award recommendation for 15 of those individuals.

Of the 15 initial contracts, five (5) were not extended beyond June 30, 2007, and one (1) was not extended beyond June 30, 2008, due to various contract compliance issues, for which

DCFS is requesting delegated authority to execute an additional contract to replace one (1) of the six (6) expired contracts, and to replace any additional contracts that may be terminated due to contract compliance issues.

The process to obtain the additional contract is pursuant to California Department of Social Services (CDSS) Manual of Policies and Procedures, Section 23-650.18, Procurement by Negotiation, which includes a review of qualifications, and compliance with appropriate policies and procedures.

The Department has evaluated these services and determined that the Living Wage Program (County Code Chapter 2.201) does not apply to the recommended Form Contract.

The Department has determined that a Cost-of-Living Adjustment (COLA) provision was not required for this contract.

IMPACT ON CURRENT SERVICES

Approval and execution of the Form Contracts will provide CSWs with consultants to advocate to schools on behalf of DCFS' children on all issues pertaining to education in all Supervisorial Districts.

CONCLUSION

Upon approval by the Board of Supervisors, it is requested that the Executive Officer/Clerk of the Board send an adopted copy of the Board Letter to:

- 1) Department of Children and Family Services
Attention: Walter Chan, Contracts Manager
425 Shatto Place, Room 400
Los Angeles, California 90020
- 2) Office of County Counsel
Attention: Diane Cachernaut
648 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Respectfully submitted,



PATRICIA S. PLOEHN, LCSW
Director

PSP:WC:RR:mr

Attachment (1)

- c: Chief Executive Office
County Counsel
Executive Officer, Board of Supervisors